



ONEIDA COUNTY COMMISSIONERS

Bill Lewis, Chairman – Ken Eliason – Brian Jeppsen

Regular Commissioners Meeting

11 May 2026 - 9:00AM

Meeting Location: Event Center

459 South Main Street, Malad City, Idaho 83252

IN ATTENDANCE: Commissioner Chairman Bill Lewis, Commissioner Brian Jeppsen, and Commissioner Ken Eliason.

Commissioner Lewis opened the meeting and led all in the pledge and a prayer.

Approve Agenda

Commissioner Eliason moved to add a Fairboard Finance discussion item to the agenda and accept the agenda. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Consent Agenda, Payment of Claims, and Approval of Meeting Minutes

Commissioner Eliason moved to accept the consent agenda, which includes the payment of claims and approval of meeting minutes. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Total # of Payments	Fund Description	Amount Paid
46	GENERAL FUND/CURRENT EXPENSE	\$ 18,624.68
29	ROAD AND BRIDGE	\$ 60,951.08
3	AIRPORT	\$ 230.01
6	AMBULANCE	\$ 4,074.86
2	DISTRICT COURT	\$ 63.90
7	FAIR, COUNTY	\$ 1,831.31
25	JUSTICE	\$ 19,240.82
1	INDIGENT AND CHARITY	\$ 1,680.00
10	WEEDS	\$ 3,269.58
1	OPIOID SETTLEMENT	\$ 78.25
6	E-911	\$ 3,989.43
	TOTAL:	\$ 114,033.92

Natural Resources Conservation Service – Doug Mills – Funds Request

Doug Mills, a representative of the Natural Resources Conservation Service (NRCS) volunteer board serving the Malad community, made a request for a \$15,000 matching donation for a state grant and provided information on the NRCS board, whose goal is to assist the community with water conservation projects and manage the boat check station to protect county waters from quagga mussels. Mr. Mills stated that the board also provided conservation education in local schools and rented no-till drills for planting, which minimizes soil disturbance, promotes moisture conservation, and reduces soil erosion.



Commissioner Eliason moved to approve a fiscal year 2027 donation to the Natural Resources Conservation Service (NRCS) volunteer board in the amount of \$15,000 as matching funds for the state grant, or the maximum amount available within the county budget if less than \$15,000. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Forest Service - Upcoming Fire Season

Blaine Newman, Pocatello Field Manager, and Bryce Anderson, Project Manager, with the Bureau of Land Management (BLM), along with United States Department of Agriculture (USDA) Forest Service fire management team representatives Clint Bastian, Roo Phelps, Mike Larsen, Erin Elzinga, Chris Colt, and Dan Bartel, attended the meeting and provided information regarding the upcoming fire season, which is predicted to be dry due to extremely low winter moisture levels. Discussion centered around planning, staffing, coordination, and resources available for the upcoming fire season.

Funding was awarded through grant funding to complete the Rowley Canyon project in Bannock County. The first three phases have been completed, and funding was recently awarded for phases four and five, which about the Malad Summit area. Initial cutting activities are expected to begin this year, with prescribed burns anticipated in 2027 and 2028. Discussion also included fuel breaks in Curlew Valley, which have not been mowed in recent years but are scheduled to be completed during June or July of this year. Representatives stated that data would be collected to help determine future preventative services for the Curlew area.

Representatives also discussed a newly established federal interagency framework within the Department of the Interior intended to coordinate suppression efforts and prescribed burns among participating agencies. No decisions were made.

Iron Door Arts Donation Request

Kathy Kent with the Iron Door Arts Council requested a donation and stated that last year's \$5,000 donation was helpful, as well as an \$11,000 donation from a community member to repair the roof. The building is old and in need of extensive repairs. A quote for those repairs was presented to the Arts Council by the Fix It Shop in the amount of \$28,060.00. One of the primary needs is to make the theater more presentable, including new signage, siding, and windows. To increase revenue, the Council would like to stream movies, which would cost \$25,000 to set up streaming of new releases or \$10,000 for second-run movies. If the Council is able to raise the \$25,000 to begin streaming new movies, the income generated would provide funding for the necessary building repairs. No decisions were made.

Spillman Server Maintenance

Sheriff Doug Williams reported that he spoke with the Caribou County Sheriff regarding the Spillman Records Management System (RMS), which is shared among multiple counties. The server for the system crashed, and the contract does not address maintenance and upkeep responsibilities. The crash resulted in significant costs to Caribou County. The system is used for law enforcement inquiries and related data processing. The outage affected all participating counties, and costs will be allocated accordingly. Oneida County's portion of server maintenance for the upcoming fiscal year (2027) is \$5,500.



Commissioner Jeppsen moved to honor the invoice from Caribou County to cover the cost of Spillman Server maintenance in the amount of \$5,500 using contingency funds, and to request that Sheriff Williams clarify whether this will be an annual payment that will need to be included in next year's budget. Seconded by Commissioner Eliason. All ayes. Motion carried.

Idaho SWET Grant Reimbursement

The Idaho Statewide Enforcement and Transportation (SWET) grant reimbursement program provides funding for equipment used in law enforcement operations. The County is responsible for a 25% match requirement, which is met through patrol hours and mileage as a soft match. In prior years, the County has paid the full cost upfront and then been reimbursed by the State at a later date.

The Sheriff's Office requested Board approval to cover the cost of \$52,083.80, with reimbursement to be received later from the State. Discussion noted that the funding is primarily used for laptops, scanners, and printers installed in patrol vehicles.

Since 2018, this is the fourth time the County has applied for this grant, and the County has been awarded approximately \$200,000 in total through the program.

Commissioner Jeppsen moved to approve the payment of the Idaho Statewide Enforcement and Transportation (SWET) grant in the amount of \$52,083.80 to come from the Justice Fund grant line item, with the understanding that this will exceed the budget line for fiscal year 2026, and the reimbursement would be received from the State of Idaho at a later date following payment. Seconded by Commissioner Eliason. All ayes. Motion carried.

Vehicle Use / Travel Policy with Justin Nyquist, ICRMP

The Board was joined by Justin Nyquist with Idaho Counties Risk Management Program (ICRMP) (via phone) to discuss the County vehicle policy. A non-employee is insured under automobile liability coverage as the insurance follows the vehicle. It was noted that it is important to know who is driving and to ensure they have permission to operate the vehicle. Passengers are covered; however, injury to a passenger is handled differently depending on coverage.

Mr. Nyquist explained that an insured individual would typically have Workers' Compensation coverage. If Workers' Compensation does not apply, the individual would need to file a tort claim against the County. He further explained that under the Idaho Counties Risk Management Program (ICRMP) policy, Workers' Compensation is generally the sole remedy where applicable, and an individual cannot recover under both Workers' Compensation and liability coverage.

If Workers' Compensation does not cover the incident, a tort claim would be filed against the County for damages. Mr. Nyquist stated that ride-along waivers are a good practice and are commonly used by many agencies, but they will not cover every situation or scenario. He noted that requiring waivers for every non-employee passenger may become a burden or difficult to manage. He also stated that if other County employees are riding in an Oneida County vehicle, a waiver is acceptable.



After receiving and discussing responses from Mr. Nyquist, the Board reviewed the previously recommended changes to the Oneida County Vehicle Use Policy and then made a motion to accept the policy.

Commissioner Eliason moved to accept the Oneida County Vehicle Use Policy updated and approved May 11, 2026. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Invitation for Commissioners - Liberty Gold Mine On-Site Visit

Elisabeth Campbell, Community Relations Coordinator with Liberty Gold USA Inc., extended an invitation for County officials and other interested individuals to participate in an on-site visit of the mine. The Commissioners' tour was scheduled for June 25, 2026, at 10:00 a.m. A notice of quorum will be posted to inform the public that a quorum of the Board may be present for the tour and travel to and from the mine; however, no County business will be discussed or decided during the tour or travel. No decision was made.

Assessor - MLS Licensing Agreement

The requestor deferred this topic until needed information is received.

Ratification of Prior Approval of Concrete Bid for Courthouse Walkway and Stairs

The board ratified their April 27, 2026 approval of a concrete bid from Blake Love Construction for the Courthouse walkway and stairs at the front of the building in the amount of \$21,750.00.

Commissioner Jeppsen moved to ratify the acceptance of the Blake Love Construction estimate from a previous meeting, to remove and replace the bottom landing leading to the front doors of the courthouse, remove and replace the steps at the sidewalk and flatwork around the flagpole and towards the parking lot, remove and replace three sets of steps heading west down the hill along with up to 20-feet of sidewalk between sets of steps headed west down the hill. Seconded by Commissioner Eliason. All ayes. Motion carried.

Ratification of Prior Approval to Re-Key the Event Center Doors

The board deferred ratification of their April 27, 2026 approval for Building Maintenance Manager Tory Richardson to re-key the Event Center doors until a quote is received. There are numerous keys in circulation with no accounting of who has a copy. Once re-keyed, a key log will be created and maintained. After discussion with the locksmith, Building Maintenance Manager Tory Richardson would like the Board to consider having the keys be key fobs. No decisions were made.

Courthouse Remodel Finalization

County Maintenance Supervisor Tory Richardson received a bid from Hyrum Beagley with Hy-5 Construction for the remodel of the downstairs bathroom in the courthouse. The total cost includes demolition, plumbing, electrical, flooring, ceiling work, tile, painting, and hardware installation. The Board requested additional bids for comparison, as there is extensive work to be done and issues to overcome.

The remodel would bring the bathroom as close to Americans with Disabilities Act (ADA) compliance as possible; however, the bathroom is two inches too narrow for full



compliance. It was noted previously that a fully compliant restroom is available elsewhere in the courthouse. The bid also included an optional water softener installation for an additional \$2,700.

Other areas of work within the courthouse remain pending and have been on hold until the bathroom bid process is completed. No decisions were made.

Amendments to the Oneida County Road Ordinance

Road & Bridge Supervisor Dianna Dredge and County Legal Counselor Lyle Fuller presented a draft of the amendments to the Oneida County Road Ordinance to the Board and additional changes were discussed. A final draft will be presented after the current suggested updates are incorporated and will include language that allows the ordinance to be enforceable. No decisions were made.

Truck Route Concerns (the turn from Samaria Lane to Depot Road)

Prior to the meeting, Mike Hess, Jr. with Hess Pumice submitted photo and video documentation to the Board highlighting safety concerns for the turn from Samaria Lane onto Depot Road as part of the Bannock Street Project detour route for all vehicles, including large trucks. Road and Bridge Supervisor Dianna Dredge installed electronic signage to warn drivers to stay back and watch for large trucks. Mr. Hess sent a message stating that drivers have reported an improvement, and expressed his appreciation for the quick action and attention to the issue. No action was taken by the Board.

Financial Audit Report & Letter - Searle Hart and Associates

Dana Izatt, a Certified Public Accountant (CPA) with Searle, Hart and Associates, presented the Board with a review of the Fiscal Year 2025 independent audit report for Oneida County. The County received a favorable audit opinion on its financial statements for the same fiscal year. Mr. Izatt noted a finding for 2024 (last year) was corrected, and that no findings were noted for Fiscal Year 2025. The Board signed letters of representation and engagement.

Commissioner Eliason moved to sign the engagement from Searle Hart and Associates. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Commissioner Eliason moved to accept the financial audit as presented from Searle Hart and Associates. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Family Burial Grounds Ordinance

Following a discussion between a Board member and the Coroner regarding burial on private property, the Chairman placed the matter on the agenda for discussion. Planning and Zoning Administrator Darla Tombaugh reported she had researched requirements related to burial on private property and provided information from other counties with established ordinances. Discussion included potential requirements related to setbacks, burial depth, and the approval process.

The Board reviewed examples from two other counties that have established ordinances addressing similar processes. It was noted that Oneida County does not currently have a formal ordinance or process in place. Further discussion will take place at a future meeting. No decision was made.



P&Z - Development Code Proposed Amendments

Planning and Zoning Administrator Darla Tombaugh presented the proposed Development Code amendments to the Board of Commissioners. Ms. Tombaugh noted that the Planning and Zoning Commission previously held a public hearing and recommended approval of the proposed amendments. The amendments included commercial welding and fabrication shops as Conditional Use Permits (CUPs) within the Agricultural (A) Zoning District and enclosed and outdoor storage facilities as Conditional Use Permits within the Agricultural Zoning District.

Commissioner Jeppsen moved to accept the proposed Development Code amendment changes as presented regarding welding and fabrication shops and storage facilities in agricultural zones. Seconded by Commissioner Eliason. All ayes. Motion carried.

P&Z - New Fee Schedule Item & Fee Schedule Proposed Amendments

Planning and Zoning Administrator Darla Tombaugh presented the proposed fee schedule amendments, including the adoption of a new violation fee schedule, to the Board of Commissioners for approval. Ms. Tombaugh noted that the Planning and Zoning Commission previously held a public hearing and recommended approval of the proposed amendments.

Commissioner Eliason moved to proceed with a resolution approving the updated Planning and Zoning Fee Schedule and adopting the Violation Fee Schedule, following the Planning and Zoning hearing held on May 6, 2026. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Following the motion, the Prosecuting Attorney determined that some of the proposed fee increases exceeded 5%, requiring a public hearing prior to adoption. The motion did not proceed, and a public hearing was scheduled for June 8, 2026, at 1:00 p.m. at the Event Center.

P&Z – BOCC Attendance at a Water Study Meeting

The Board noted that it would attend a Water Study Meeting on May 21, 2026, at 7:00 p.m. at the Event Center. A notice of quorum will be posted. The meeting is for informational purposes only, and no Board discussion or decisions will take place during the Water Study Meeting. Discussion regarding the Water Study Meeting will take place at the next Board of Commissioners meeting on May 26, 2026.

New Weed Building Update

Commissioner Ken Eliason provided the Board with an update on the proposed weed building. Commissioner Eliason stated he had spoken with the Fair Board regarding the use of a parcel of property being considered for the proposed shed location, as the area had been unused for several years. There would be costs associated with extending electrical service to the site. The Road and Bridge Department could prepare the gravel base for the building if the project moved forward. Bids are being sought for steel and wood building options for a proposed 50-foot by 80-foot structure. Commissioner Eliason also stated a plan for the existing weed building would need to be developed. No decision was made.



Updated Planning Services Agreement – Strategic Communities Alliance

At the last Board of Commissioners meeting, the Board reviewed the Planning Services Agreement, supported its intent, and identified minor editorial amendments to be made prior to signing. Those amendments were made in the interim, and the Board signed the agreement, which became effective April 27, 2026.

Commissioner Jeppsen moved to accept the agreement from Strategic Communities Alliance as amended, noting that the agreement had been previously approved on April 27, 2026, and reflecting the current date of May 11, 2026, with minor editorial updates having been made prior to final approval. Seconded by Commissioner Eliason. All ayes. Motion carried.

Comp Time / Overtime Pay MOU & Election Form

After discussion at a previous meeting, the Compensatory Time (Comp Time) / Overtime Pay Memorandum of Understanding (MOU) and election form were updated to reflect the suggested changes and were presented for Board approval at the present meeting. Employees must make their elections in writing and may change their election no more than quarterly, and only if submitted no later than 30 days prior to the start of the next quarter.

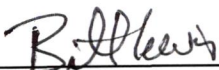
Commissioner Jeppsen moved to approve the Memorandum of Understanding (MOU) regarding Compensatory Time and Overtime Pay Policy for Oneida County Employees dated May 11, 2026. Seconded by Commissioner Eliason. All ayes. Motion carried.

Fairboard Finance Discussion

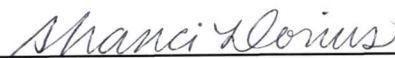
Following a recent discussion regarding Fair Board operations, Commissioner Eliason spoke with Caribou County and learned that its Fair Board maintains a separate checking account used to address Fair Board needs. Commissioner Eliason also reported that Bear Lake County previously operated similarly to Oneida County but discontinued the use of a separate checking account after issues arose, including budget overruns. Bear Lake County now processes Fair Board expenses through approval by the Board of Commissioners.

Commissioner Eliason noted that both Caribou and Bear Lake counties subsidize their Fair Boards. Additional information needs to be gathered before determining whether any changes are necessary or whether current practices should continue. No decision was made.

***** Meeting adjourned by 2:00 p.m. *****



Bill Lewis, Chairman



Shanci Dorius, Deputy Clerk

